



CITIZEN REVIEW PANEL MEETING MINUTES
Tuesday, October 23, 2018

PANEL MEMBERS:

Diane Wolfkiel
Doug Doney
Chase Hart
Cynthia Floyd

STAFF MEMBERS:

Carol Julius, SWDH
Barbara Felty, SWDH
Tim Barrass, IDHW

MEETING CALLED TO ORDER – Carol Julius

Carol called the business meeting to order at 1:01 p.m.

REQUEST FOR ADDITIONAL AGENDA ITEMS

Cynthia Floyd asked for additional agenda items. No additional agenda items were noted.

MOTION – Diane Wolfkiel moved to approve the agenda. Doug Doney seconded the motion. Motion passed unanimously.

LEGISLATIVE DIRECTIVE – Barbara Felty

Legislative directive copies were shared with panel members.

TRAINING DATES NOVEMBER 29th AND 30th, 2018 – Barbara Felty

Barbara verified that members had responded to Jana Filer at the Idaho Supreme Court verifying attendance to the training.

BACKGROUND CHECKS AND FINGERPRINTING -- Barbara Felty

Members present were fingerprinted and signed for background checks.
Arrangements for members not present will be made for fingerprinting and background checks.

ACTION ITEM: SWDH is holding fingerprinting and background check paperwork until verification is made for the level of check that is needed. Tim checking this.

ELECTION OF CHAIRMAN AND CO-CHAIR – Barbara Felty

MOTION: Doug Doney made a motion to nominate Chase Hart as co chair. Seconded by Diane Wolfkiel; no further discussion: all in favor, motion carried.

MOTION: Doug Doney made a motion to nominate Cynthia Floyd as co chair. Seconded by Diane Wolfkiel; no further discussion: all in favor, motion carried.

DISCUSSION OF MEETING DATES AND TIMES – Barbara Felty

It was decided upon the 2nd Tuesday of every month from 8-noon, but later changed to the 1st Tuesday of the month due to scheduling issues for the panel meetings. The first Tuesday of January 2019 is a holiday so panels members will decide December 4th on the January date.

BEST METHOD OF COMMUNICATION FOR PANEL MEMBERS – Barbara Felty

Panel members unanimously agreed that texting was their preference. Meeting minutes will still be sent out via email.

QUESTION AND ANSWER PERIOD – Barbara Felty

Question asked: is a quorum needed for each monthly meeting?

ACTION ITEM: Barbara to find the answer to this.

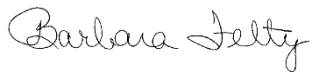
This panel is a 2 year commitment. SWDH will continue to accept applications for replacement purposes if a panel member is unable to fulfill the commitment.

Question asked: will legislators be in attendance at the training sessions on November 29th and 30th, 2018.

ACTION ITEM: Barbara will find the answer to the quorum question.

There being no further business, the meeting adjourned at 3:00 p.m.

Respectfully submitted:



10/30/18

Barbara Felty
Citizen Review Panel Coordinator